

**Villas de Las Flores HOA
BOARD OF DIRECTORS MEETING
December 8, 2018
REGULAR SESSION MINUTES**

Upon notice duly given, a regular meeting of the Board of Directors of Villas de Las Flores Homeowners Association was held on Saturday, December 8, 2018 at 9:00 a.m. at the Clubhouse. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT

Scott Gaudineer, Charles Drayman, Bette Alston, David Ranalli, Aaron Ashcraft , John Toogood and Barbara Cioffi

ABSENT

Joan Redwine

ALSO PRESENT

Shelly Ruegsegger - Senior Community Manager representing Personalized Property Management.

CALL TO ORDER

President – Mr. Gaudineer called the meeting to order at 9:01 a.m.

ADDITIONS:

Regular Session – 5803 LC Grading
Executive Session – 5312 LC Patio Painting - Unapproved
Christmas

HOMEOWNER FORUM

Sharon Borne - 5744 LC stated she likes the new landscaping upgrades.

PRESIDENT REPORT

Mr. Gaudineer gave his report.

APPROVAL OF MINUTES

The Board reviewed the October 27, 2018 minutes. *Motion to approve the October 27, 2018 minutes with corrections as presented made by Mrs. Alston, seconded by Mr. Ashcraft.*

FINANCIAL STATEMENTS

Mrs. Alston, Treasurer, gave her report to the Board for September & October 2018 financials. *Motion to accept for filing the September & October 2018 financials as presented made by Mrs. Cioffi, seconded by Mr. Drayman motion carried.*

Morgan Stanley – An investment summary was included in the packet. No action at this time.
Mrs. Alston's gave the treasurer's report to the Board.

COMMITTEE REPORTS:

Architectural and Maintenance – Chairman, Barbara Cioffi

Ms. Cioffi and Mr. Dees are doing routine inspections for missing stucco or other areas that need repair. The recent requests for Architectural approval included new windows and sliders and satellite dishes.

Landscape Committee – Chairman, Charles Drayman

Mr. Drayman gave his report. Rabbits are an issue and are eating the flowers. Rebates for the grass removal and smart timers are in the works and should be sent to PPM shortly. Total will be about \$19K.

Pro Landcare Proposal - Estimate #1214 for \$1250.00 to re-grade 5803 LC to mitigate any water intrusion into the unit. *Motion to approve the estimate as presented made by Mrs. Alston, seconded by Mr. Ranalli, motion carried.*

Solar Committee – Chairman, John Toogood

Solar – Mr. Toogood gave his report.

Mr. Toogood stated that the homeowner solar policy has been mailed to the owners for the 30 day comment period and the Board will approve final in January. Check has been sent to RA Structural. Edison is offering free solar for homeowners.

CC&R'S/Bylaw Changes/Updates:

Mr. Gaudineer mentioned he has completed his review and will hand out soon. He asked all involved to send their changes to himself or Ms. Ruegsegger prior to the next meeting. Ms. Cioffi explained about all the amended documents and the history of them.

OLD BUSINESS

Liens – (1) – *Motion to approve APN #681-410-031 made by Mr. Toogood, seconded by Mrs. Cioffi, motion carried.*

NEW BUSINESS

Roof Maintenance Proposals - Roof Asset Management Inc. \$12,650.00, Western Pacific Roofing \$13,230.00. Both include gutter/downspout cleaning and checking dryer vents. *Motion to approve the proposal from RAM Roofing to do the 2019 maintenance in the amount of \$12,650.00 made by Mrs. Alston, seconded by Mr. Toogood.*

CORRESPONDENCE & OTHER

Mr. Babb - 2415 LP Slab Leak Request for Reimbursement – Total invoice was for \$1081.75. *Motion to approve the reimbursement to Mr. Babb for the under slab leak he had repaired made by Mr. Toogood, seconded by Mrs. Cioffi.*

Sterling Sander – There was a letter regarding a poor repair done to his front door by Mark Dees for the HOA. The Board suggested having Mark go look at it again to see if he can do any additional repairs to alleviate the issues for the homeowner.

MANAGEMENT REPORTS

Call Logs and Work Order Logs – Reviewed, no action.

NEXT MEETING

January 26, 2019, 9:00am at the Clubhouse

ADJOURNMENT

With no further business, the meeting was adjourned at 9:56 a.m.

**Respectfully submitted,
Shelly Ruegsegger
Senior Community Manager – PPM**

Barbara Cioffi

1.26.19

Barbara Cioffi, Secretary

Date